

## **Meeting Minutes**

### **Delaware Spatial Data I-Team**

**9:30 a.m.**

**January 7, 2003**

**Conference Room  
St. Jones Center  
818 Kitts Hummock Rd.  
Dover, DE**

#### **I-Team Members Present:**

Connie Holland, Office of State Planning Coordination  
Sandy Schenck, DGS  
Margie Duranko, Kent County  
Tim Westbrook, New Castle County  
Deborah Sullivan, DNREC  
Vince Rucinski, DelDOT

#### **Others Present:**

Mike Mahaffie, Office of State Planning Coordination  
Chad Lauderbaugh, DelDOT  
Dave Carter, DNREC  
Tim Lucas, DNREC  
Daniel Cox, DS&HS  
Roger Barlow, USGS  
Mark Nardi, USGS  
C. Wayne Wright, NASA  
Phil King, USDA NRCS  
Diane Shields, USDA NRCS

#### **Welcome and Introductions**

Connie Holland started the meeting at approximately 9:40 a.m. with a welcome and introductions.

#### **Approval of October 20, 2003 Minutes**

A motion was made by Tim Westbrook, seconded by Sandy Schenck, and unanimously approved by all members present to accept the minutes of the October 20, 2003 meeting.

#### **Project Update: DataMIL Migration**

Mike Mahaffie gave an update on the effort to migrate the DataMIL to a permanent production environment. The proposed migration plan is to move the "boxes" to the Department of Technology and Information (DTI), with project management at the Delaware Geological Survey (DGS).

Following conceptual approval of a Business Plan by DTI's Technology Investment Council (TIC), staff from DTI, DGS and the Office of the Budget met to discuss the migration procedure and funding. Budget Office staff advised that it was not likely that the project would be fully funded at the funding levels outlined in the Business Plan and advised the team to "sharpen the pencils" to look for ways to reduce the funding request.

The team has proposed adjusting the migration plan to provide one-time funding to RDMS for the first six months of FY2005 to maintain DataMIL as it now functions. Funding for a permanent migration would be only for the second half of the fiscal year. This would reduce the over-all request and would allow for needed time to recruit staff.

Reports from Budget Office staff are that this idea has led to some reduction in the funding request and that the proposal has been passed-on to "the powers that be" for consideration.

Connie Holland reported that she has had positive feedback in her meetings recently with the Budget Director and that she is confident.

### **Presentation and Consideration: Elevation Data**

Dave Carter and Mark Nardi gave an update on the work of the Elevation Data Working Group that has been working to craft a LIDAR project.

As reported previously, the I-Team has released a Request for Proposals to collect Statewide LIDAR and create a statewide elevation contour data set. This resulted in proposals ranging from \$500,000 to \$1.5 million. DNREC Coastal Programs staff reviewed all of the proposals and found that they varied widely in proposed approach, price, and potential results. The recommendation of the review team is that none would adequately meet all of the needs of those agencies providing funding for the project.

Meanwhile, Dave Carter and USGS staff have been discussing with C. Wayne Wright, of NASA, the potential of using NASA's Experimental Advanced Airborne Research LIDAR (EAARL) to collect data points for the project.

USGS has already determined to use the EAARL instrument to collect data for a portion of Kent County. This project is needed to provide data for federal land management efforts and in support of federal homeland security efforts and USGS is not able to wait for the I-Team's RFP process.

Mark Nardi gave a presentation on the EAARL system, explaining its ability to provide additional data and analysis not possible with commercial LIDAR.

Dave Carter would like to go sole-source with NASA and USGS to fly the rest of Delaware's LIDAR. Funding would be provided by USGS, FEMA, NRCS, and the state. Software tools to process the data are available at no cost from NASA. USGS will be able to process part of the data and to create a contour data set for a portion of the state and is willing to work on creating a partnership to complete the rest, though that process is still not certain.

Dave Carter explained that he is working on a full proposal for this project and that this can be made available to the I-Team for its consideration.

Sandy Schenck made a motion that the Elevation Data Working Group provide, at the next I-Team Meeting:

- 1) A report on why the I-Team RFP failed.
- 2) Justification for the idea of "piggy-backing" a statewide two-foot elevation framework layer data set project onto the NASA/USGS/Coastal Programs effort. This would include a plan for how this would be accomplished.

The motion was seconded by Margie Duranko and passed unanimously.

#### **Update and Discussion: Draft Acceptable Use Policy for High-Resolution Orthophotography**

Mike Mahaffie presented a set of draft Acceptable Use Policies that would govern the use of the high-resolution ortho data by state agencies and their contractors. The policies also would govern requests for access to the data by others.

Because of a lack of time, there was no detailed discussion. Mike asked that the members review the draft and share any comments. Dave Carter noted that his contacts at NOAA have expressed concerns about the idea of restricting public access and have said that restricting data could lead to a loss of NOAA funding. Connie offered to request an opinion from legal advisors in the Governor's office on this issue.

There being no further business, the meeting was adjourned at approximately 11:30 a.m.